

MARCH, 1998

Next Town Assembly

Village of Arden
Monday, June 22, 1998
7:30 p.m.
Arden Gild Hall

Please arrive promptly.
We have important decisions at this meeting.

AGENDA

- Trustees Report, update on New Castle County and non-conforming lots
- Assessors Report
- Auditing Report
- Committee budget requests for 1999-2000 needed (deadline Aug. 1)
- Motion on Forest Stewardship Policy
- Community Planning presentation for Millers/Lower/Walnut intersection and Arts Assessment report
- Motion on Rain Garden/Water run-off proposal for Village Green
- Standing committee reports

All are welcome.

Please note: Those attending town meeting are eligible to vote after six consecutive months as an Arden resident prior to the meeting and are 18 years old or older.

March 23, 1998 Town assembly for the Village of Arden
Gild Hall • Arden, Delaware

Present:

Johanne M. Schroeder
Alex Skulski
Skip Salkeld
Alton Dahl
Gene Shaw
Paul Thompson
Walter Borders
Frank Akutowicz
Gail Rinehart
Richard Bloom
Sadie Somerville
David Clarke (NV)
Mary Vernon
Albert Marks
Heidi Hoegger
Carl Falco

Marianne Cinaglia
Ruth Panells
Connee McKinney
Elizabeth Varley
Lynda Kolski
Jan Westerhouse
Tim Coogan
Peter Renzetti
Cookie Cohson
Jean Brachman
Marguerite Archer (NV)
Mark Taylor
Tom Wheeler
Peggy Aumack
Lew Aumack
Sharon Kleban

Liz Broadbent
Walter Broadbent
Mary Brent Whipple
Larry Walker
Alex Scala
Rodney Jester
Beverly Barnett
Bill Press
Ken Lipstein
Judy Butler
Ruth Bean
Elizabeth Resko
Samuel Bean
Leon Tanzer
Bernie Brachman
B. R. Phillips

1. **Meeting called to order:** After the Registration Committee determined that a quorum was reached, Chairperson Bill Press called the meeting to order. The chairperson commented on the good town meeting attendance.
2. **Correspondence:** A letter was read by the secretary. The writer was interested in an extended visit to Arden and asked if anyone had accommodations. Two residents offered to contact the letter writer. Bev Barnett invited Bernie Brachman to be an honored guest at a Dept. of Agriculture dinner in Dover on April 1 at 6 p.m. to receive an award of excellence in community forestry.
3. **Minutes:** Approved.
4. **Trustees' Report**
 - 1.) Land rents are coming in nicely. The total generated for the 1998-99 fiscal year, in accordance with the assessors report, is \$310,132.52. This is \$20.13 more than the amount collected for the 1997-1998 fiscal year.
 - 2.) The Buckingham Green lawsuit continues, again with a higher level of activity. Total expenditure to date in this effort is \$14,500.00.
 - 3.) We have discovered recently that some of the grandfathered, non-conforming lots in the village were never recorded as such by the leaseholder with the county when zoning came into existence in 1954. This is very much a relevant issue should a current leaseholder choose to apply to the County Board of Adjustment for some variance. In fact, these lots are not supposed to be transferred—period—under this condition. While the Board of Adjustment has taken the position that a good lawyer would turn this situation up during the normal title search, our guess is that it is just one of those things that nobody knew to do. Obviously, we are working on this situation with both the Mapping Assessment Department and the Board of Adjustment. Once we have ascertained a clear course of action, we will communicate with the affected leaseholders, at which point it will up to the leaseholder to make the correction.
 - 4.) As of January, 1998, the New Castle County Code of Land Use: Section 8 now states that any discontinued use of a non-conforming lot as such for a period of 6 months will cause the zoning of that lot to revert to NC -10, which is the single family dwelling status with 10,000 sq. ft under which we operate. The previous time line for abandonment of

non-conforming usage was 1 year. Clearly this affects the status of any non-conforming leasehold that may be on the market. It also has the potential to impact the ultimate diversity of our village should some rental units be lost when a lot remains on the market for a period of longer than 6 months. The trustees are remaining flexible here as we try to formulate a policy that is consistent with supporting the concepts of diversity within our community.

5.) Finally, the quarterly financial report available at the table is considered to be part of this report [see pages 3 and 4].

Respectfully submitted, Gail Rinehart, trustee

Discussion: If you have an extra domicile and have not been contacted by the trustees, please call the trustees to alert them. Do we need a motion to include Town Assembly's voice?

5. **Agenda clarification:** A resident asked those present at the meeting to call the direct mail houses, particularly "Brandywine News," to stop delivering mailers: they are left outside the residences and make a mess on the leasehold.
6. **Registration:** The usual order of committee reports was changed to allow for the election of town officers and committee members to be held early in the meeting when the most attendees were present. Chairperson Sharon Kleban distributed the ballots and asked for additional nominations. Budget-delete Lynda Kolski and add Liz Resko; Registration-add Cookie Ohlson; Safety-add Rodney Jester and Ruth Bean. Ballots will be counted at Kleban's residence on Tuesday, March 24 at 8:00 p.m., and an announcement of the election results will appear in the next *Arden Page*.
7. **Advisory:** No report (Judy Butler, chairperson).
8. **Archives:** Fiscal year end financial statement for Archives is \$3,183.72, representing revenue from a variety of sources, including sales of magazines and notecards as well as private contributions. The money supports expenses incurred beyond those funded by the village as well as on-going special projects. One of these projects that we are investigating currently is the installation of a computer system for retrieval and cataloging. Archives would like to thank Alton Dahl for his assistance in this area.

Archives would also like to acknowledge two significant donations this quarter. Thanks to Pete Renzetti for his donation of a large collection of patterns and correspondence from the Arden Forge. Included is information about a hitherto unknown domestic commission which we hope to be able to track down.

Thanks also to Don Holcomb for his donation of several boxes of photographs of early Arden. Many of these are duplicates of ones already in the collection which allows us to be more creative in our photo display without jeopardizing the originals.

Archives reminds the village that we are open the 1st and 3rd Sundays of the month from 1 p.m. to 3 p.m. We encourage you to stop by.

Submitted by, Mark Taylor, chairperson

Report approved.

Discussion: The chairperson informed us of two upcoming events—Rose Valley Lecture Series and Arts Ball Announcement (fund-raiser for the Rose Valley School).

Receipts

Village of Arden

Receipts and Bank Balances March 25, 1997 to February 28, 1998
Presented to Town Assembly on March 23, 1998

Balance in Bank March 25, 1997\$201,479.83Receipts:

Grants	13,617.70
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Interest & Dividends	12,573.01
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Land Rent:

Past Fiscal Year(s)	8,127.17
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Present Fiscal Year	119,244.04
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Future Fiscal Year(s)	1,000.00
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Meadow Lane Access Rent	513.96
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Memorial Garden Donations	1,803.00
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Miscellaneous	1,435.99
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Rights of Way:

Cable TV	0.00
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Roads	3,696.00
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SUBTOTAL Receipts	162,010.87
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Redeemed Investments	+ 340,000.00
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New Investments	- 331,000.00
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TOTAL RECEIPTS	171,010.87
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Receipts & Starting Bank Balance	372,490.70
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Expenditures Against Budget	- 322,056.51
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Balance in Bank as of February 28, 1998	50,434.19
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NOTE: Investment Position

Arden Building and Loan	60,000.00
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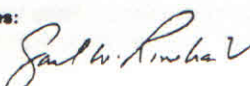
Bank Instruments: PNC Bank	30,000.00
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Other: Vanguard Money Market	6,000.00
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TOTAL Investment Position	96,000.00
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Signatures:

Trustee:



Admin. Asst.:

Expenditures

Village of Arden

Expenditures Against Budget March 25, 1997 to February 26, 1998 and Presented to Town Assembly on March 23, 1998

Budget Item	Budgeted Amount	Expenditures F.Y. to Date	Expenditures Since Last Report
Committees:			
Archives	3,780.00	3,599.87	780.72
Buzz Ware Village Center	(a) 25,475.00	378.32	36.21
Civic: Commons & Forest	13,000.00	12,983.87	13.58
Civic: Roads	14,000.00	13,327.02	10,213.05
Civic: Special Clean-Up	2,000.00	2,071.51	0.00
Civic: Trash Collection	33,000.00	29,826.33	5,466.18
Civic: Grants	6,000.00	6,000.00	6,000.00
Community Planning	(b) 4,500.00	(c) 8,217.17	3,807.37
Legislative Reference	300.00	0.00	0.00
Playground	1,300.00	1,299.55	0.00
Registration	3,100.00	2,438.95	390.68
Safety: General	900.00	381.11	21.40
Safety: Town Watch Coordinator	2,220.00	2,035.00	370.00
Welcome Hither	250.00	0.00	0.00
Salaries:			
Assembly Secretary	5,108.00	4,257.00	774.00
Assembly Treasurer	2,086.00	0.00	0.00
Other Line Items:			
Donations: ACRA	700.00	700.00	0.00
Donations: Arden Library	400.00	400.00	0.00
Donations: Arden Page	1,000.00	1,000.00	0.00
Donations: Fire Companies	850.00	850.00	0.00
Gild Hall Rental	650.00	650.00	0.00
Telephone	360.00	213.05	31.80
Contingencies	2,000.00	0.00	0.00

Items Not Subject to Referenda

Memorial Garden Fund		1,096.78	0.00
Taxes: New Castle Co. Prop.	56,800.00	55,470.22	22.77
Taxes: School	146,500.00	142,455.76	58.48
Administrative: Auditing	3,000.00	3,800.00	0.00
Administrative: Insurance	6,000.00	6,223.00	0.00
Administrative: Legal	2,000.00	3,203.00	3,203.00
Administrative: Office Rent	2,100.00	1,925.00	350.00
Administrative: Operations/Fees	6,000.00	(d) 7,159.94	2,192.59
Administrative: Payroll Taxes	2,000.00	3,375.16	764.67
Administrative: Salary Ad. Asst.	8,736.00	8,006.00	1,466.00
Less Accrued Taxes		(1,259.10)	(234.76)
TOTAL	355,915.00	322,056.51	35,717.72

Notes:

(a) BWVC funds are designated as follows:
General-\$475.00;
Ceiling-\$3,000.00;
Renovation Project Matching
Grant Funds-\$22,000.00.

(b) Community Planning funds are designated as follows:
General-\$1,500.00;
Matching Funds-Urban
Forestry Grant-\$3,000.00.

(c) Includes \$4,056.00 expenditure for Urban Forestry Grant; \$132.00 expenditure for Traffic Calming Grant; \$3,783.89 expenditures for Division of Arts Grant; \$243.28 in general funds.

(d) Includes Village authorized expenditure for Village Treasurer work done by Trustee Administrative Assistant.

9. **Assessors:** Chairperson Alton Dahl invited the community to two public meetings, May 6 and June 2, at 7:30 p.m. at the BWVC. The earlier meeting (May 6) is a better meeting to attend because the assessors will just beginning their discussions about the land rent. Assessors secretary, Lew Aumack, informed the meeting that minutes are available and to call him at 475-9373 if you want a copy.

Discussion: Bill Press encouraged residents to attend to learn about the "full rental value."

Report accepted.

10. **Auditing:** No report (Ken Lipstein, chairperson.

11. **Budget:**

1.) The information that was requested by the town meeting was a projection of the town's expenses over the next three years. The previous reports included information about some projected incomes and the projected reserve, as had been done in the regular annual budget, but the income information on the Three-Year Projection made our report awkward. The report presented tonight is simply information on the projected town expenses for the next three years, and the eliminated information on income and reserve.

2.) The idea of the Capital Improvement and Community Development Fund has been brought to the Budget Committee by several groups and individuals, and we feel this has significant merit. This fund could be used for the purchase of adjoining land, major road or bridge repairs, major renovations to the Buzz Ware Village Center, or any other use that the town might consider appropriate. A motion to set up the fund will be presented at the end of this report.

3.) We want the proposed project to be approved through the budget process, but if the project is defeated in the referendum, we do not want the fund monies to revert to the reserve. Presently, any money not spent by a committee during a fiscal year must revert to the reserve, but we would want the money to revert to the fund. This is covered in the motion to be presented.

Motion: Moved that the town will establish a "Capital Improvement and Community Development Fund." This fund can receive money from the town government, individual contributions, and grants. The money in the fund will be accounted for separately, and the money will not be considered as a part of the town's reserve. All interest generated by this fund stays in the fund. The Budget Committee will include a line item in the next annual budget as the town's official support of this fund. In subsequent years, the Budget Committee will recommend an appropriate amount in each fiscal year. The funds would be spent through town meeting approval of the proposed project expenditure and validated by a Referendum.

Respectfully submitted,

Larry Walker, chairperson

Discussion on the report: Town Watch payment is not a salary so no tax deductions are subtracted from the payment. The donations to the fire companies should increase to \$950. The Treasurer will no longer receive a salary. Bookkeeping services will be hired to handle Municipal Street aid, committee vouchers, and grants to town and not to trustees. This bookkeeping will probably be handled by the trustee's assistant.

Report approved.

Motion seconded.

Discussion on the motion: A resident stated that he was not in favor of motion because the town does not need to purchase land at \$300,000 to \$400,000. Response was that a referendum would be needed for approval of expenditures. A resident stated that this motion needs to be tabled until the community has had time to think about it. The procedures for expenditures are not defined clearly enough. It should be clear that the land rent will increase to fund this. This idea should be presented in the *Arden Page* first. A resident commented that this fund was a good idea because bequests could be made to it and because we have no fund for long-term large expenditures. We handle that now by land rent increase in one year. We could use the fund for matching funds for grants. We need a meeting to address the questions and a clear proposal. Could we get 501 3C (tax-except non-profit organization)? How would we handle who gets the money if two committees ask for all of the funds in one year? Should we have a special town meeting just for this? Premature to make decision now.

Motion to table. Seconded. Vote in favor of motion to table.

Motion, seconded: Move that the Budget Committee organize a workshop before next town meeting and publicize it like town meeting.

Motion approved.

12. **Buzz Ware Village Center:** This is the time to say thank you to all who have made this a good year for the center. The committee (Ellen Dolmetsch, Mary Marconi, Debbie Theis, and Mark Taylor, plus Ruth Bean from Arden, Shari Phalan from Ardentown and Donna Driesbach from Ardencroft) have worked to keep the center an important part of the community. Many others have helped this year.

The Arden Club has donated \$300, and Ardentown has given \$500. Berta Opperman from Ardencroft donated 2 lounge chairs, and Larry Walker gave both his time and a new welcome mat!

Thanks to all who have responded to our survey questions. And special thanks to those who braved a February monsoon to participate in a focus group designed to clarify the future of the center. Suggestions have ranged from hiring a program director to fully develop the center to several requests to raze the building. Your input is being tabulated and will be presented to the incoming committee at the first committee meeting of the new year on Thursday, March 26 at 7:30 p.m. at the BWVC.

Please stop in and admire the new ceiling and augmented lighting in the Hand-in-Hand area (off hours, of course).

This Saturday bring a game board or try a hand of bridge in a new activity we are hoping will appeal to the community. On April 4, the Easter bunnies from the center will work with ACRA to make baskets for the townspeople. Bring your own scissors. There is also a figure drawing group meeting in the center. See Liz Resko or wait for the special story telling event in May when the BWVC and Hand-in Hand are bringing Chadds Ford story teller Clem Bowen to Arden [Field Theatre].

Thanks again for all your help. We hope to see you all in the center next year!

Respectfully submitted,

Tom Wheeler, chairperson

Report approved.

13. **Civic:** The committee has applied for a one time \$4000 state grant to repair the Stile path up to and including the Field Theater.

We have spoken to state Representative Wayne Smith and requested \$8000 to install a conduit and contract for erosion repairs on Hillside below Miller and below Mill at Millers.

The committee's Spring Walkabout is April 25 at 9 a.m. beginning at Lou Bean's. If there are any areas of special concern, please call the committee chairperson.

Lou Bean and Alton Dahl have been cleaning the area at the Stile connecting the Ardentown pathways.

Alton Dahl has finalized the Forest Stewardship plan and copies are available. Please contact Alton on any suggestions or changes.

The Special Trash Pickup will be Wednesday, April 22. Your special trash must be ready for pickup by 6 a.m.

Respectfully submitted,

Rodney Jester, chairperson

Attachment to the Civic Committee Report [pp. 11-15]

(Proposed) Policies for Forest Stewardship

Draft version, March 19, 1998

This policy document is being prepared by the Civic Committee to clarify Arden's objectives, principles, policies and responsibilities in exercising its stewardship of the community forests. Drafts have been circulated to committee chairs and the trustees, many of whom have suggested revisions which are included in this draft. This draft is presented to the March 1998 Village Assembly meeting for information with the request for comment and suggestions during the next two months.

Comment can be made to any member of the Civic Committee or to Alton Dahl who is acting as committee staff for this process.

It is expected that the policies will be proposed for adoption by the Village Assembly at its June meeting.

Rodney Jester, Chair, Civic Committee

Policies for Forest Stewardship

I. Objectives and Principles

A. Arden's Objectives

The Village of Arden has two objectives in its stewardship of the village forests:

1. Preservation of a natural ecosystem including appropriate wild life habitat
2. Enhancing resident's interaction with and enjoyment of this natural environment

B. Principles

These general principles have guided the development of stewardship policies and should be taken into consideration in interpreting and applying them:

1. Arden desires to allow nature to be the principal creator of change within the forests.
2. The Arden forests are too small in size to resist naturally the invasive action of the surrounding developed environment.
3. Human actions associated with enjoyment of the natural environment can impact negatively on it.
4. Management of the forests to achieve the two objectives will require intervention to balance the priorities of these principles.
5. The Civic Committee of the Village Assembly is the village governmental body with overall responsibility for care and management of the forests. Moneys required for these activities are included in their line item in the annual village budget and oversight of this budget is their responsibility. The Civic Committee reports regularly to the Village Assembly.
6. The forests in Arden are part of a larger natural system made up of tracts belonging to Ardentown and Ardencroft as well as the Hanby Trust and private landowners in Indian Field, Wilmington Montessori, St. Edmunds and Windy Bush. Arden desires to cooperate with all of these stewards to maximize the effectiveness of the overall stewardship program.

II. Management Guidelines

A. Boundaries

1. Policies

- a. The Village of Arden has set aside large tracts of land designated as the Arden Woods and the Sherwood Forest for public use and enjoyment. Private use of these lands for purposes other than individual enjoyment of nature is not allowed without specific authorization. See the survey of Vandemark and Lynch Inc. (72657202-B) July 9, 1962 with revisions through 1974 for specific description of these parcels.
- b. Boundaries of the forests will be clearly and suitably marked at reasonable intervals with markers which do not detract from the natural setting desired in the forests.
- c. Residents are not allowed to encroach on the public lands adjacent to their leaseholds in any way that is inconsistent with Arden's forest objectives.
- d. Neighbors living outside of Arden and adjoining the forests are not allowed to encroach in any way on the Village forest lands adjacent to their properties.

2. Responsibilities

- a. The Civic Committee is responsible for monitoring encroachment into the forests from either leaseholders or neighbors.
- b. The Trustees and the Civic Committee have joint responsibility for enforcement of the encroachment policy.

- c. The Civic Committee has been given responsibility by the Village for making rules associated with use of the forests.

B. Erosion Control

1. Policies

a. Intermittent water flow

The first line of defense against erosion is control of the source of water causing the problem. Intermittent water flow into the forest from roads, leaseholds or sources outside the village property should be recharged into the ground where feasible, stored and released into the forest over time, slowed as much as possible before entering the forest, etc.

The second line of defense, where problems from intermittent flows cannot be stopped at the source, is to diffuse the water entering the forest in such a way that erosion is no longer a problem.

The third line of defense will be to create coffers and weirs to reduce water velocity in the erosion channel to minimize further loss of soil through erosion.

b. Stream Surges

The first line of defense is similar to the case of intermittent flows control of the source, spreading out the surges over time and recharging aquifers as much as possible. Cooperative efforts within the context of the Naamans Creek Watershed Association or political associations such as CCOBH are expected to be most effective in dealing with this problem.

Failure to deal with the water surges at the source will require a decision to allow a stream bank to widen or to reinforce the bank and channel the water flow. This decision will be made by considering the specific location and the expected impact of stream widening.

2. Responsibilities

- a. The Civic Committee is responsible for monitoring the forests for erosion problems.
- b. Residents are expected to control the water coming from their leaseholds. The Civic Committee as a part of their monitoring responsibility will notify any leaseholders of problems associated with their leaseholds. The Trustees are responsible for dealing with any unresolved leaseholder problems.
- c. The Civic Committee is expected to control water coming from roads or commons.
- d. Neighboring residents and their civic organizations are expected to control runoff from their streets and properties. The Civic Committee with the cooperation of the Trustees of Arden will deal with any problems arising from improper actions of neighbors.

- e. The Village of Arden will seek active cooperation of its trustees and the other Arden villages in dealing with outside agencies, associations and political groups to work on controlling water surges in the Naamans Creek watershed (including Perkins Run). The Community Planning Committee is responsible for organizing this cooperation.

C. Alien Invasive Plants (maintaining plant diversity)

Local cultivation of many species of plants from foreign ecosystems has resulted in inadvertent introduction of plants into our forests for which there is no locally-evolved population control. Some of these propagate rather slowly and do not tend to move far from their original location, but others are quite invasive, move and propagate aggressively, displacing the native plants and creating a monoculture of the alien plants.

Some of these plants are considered valuable in the controlled garden environment of a leasehold. Examples are English ivy (*Hedera helix*), pachysandra (*Pachysandra terminalis*) and myrtle (*Vinca minor*). A few were thought to be nice in the garden but turned out to be too much even there lesser celandine (*Ranunculus ficaria*) being one of the worst. Some others in our woods are kudzu, Japanese honeysuckle (*Lonicera japonica*) and multiflora rose. The principle woody alien is the Norway Maple (*Acer platanoides*). This tree is used as a dense shade tree on some leaseholds, but it seeds in quickly and will out-compete native trees in the forest and prevent their propagation. Arden forests are not badly infested with Norway Maples at this time, but the Naamans Creek hillside in Ardentown is completely infested.

1. Policies

- a. The policy of the Village of Arden is to prevent the infestation of the forests by invasive alien plants and to reduce and control those which have crept in during the first 98 years.

2. Responsibilities

- a. The Civic Committee has primary responsibility for monitoring the forests for invasive aliens. They will maintain a list of plants which should be prevented from escape into the forests. Publicity of this list and action needed by residents should be done by the Civic Committee.
- b. Leaseholders are responsible to prevent the infestation of the forests by the identified plants coming from their leaseholds. Where past action or inaction has resulted in forest infestation adjacent to the leasehold, the leaseholder will cooperate with the Civic Committee in removing the problem.
- c. Neighbors of the forests are expected to prevent escape from their property of the species of concern. It is the responsibility of the Civic Committee to educate the village's neighbors about this problem, to monitor for problems and to cooperate with the Trustees in seeking compliance.

D. Trails and areas of repose

1. Policies

- a. Fulfilling Arden's objective to enhance residents' interaction with and enjoyment of the natural environment requires public ac-

cess to the forests. Walking trails and appropriate resting places are provided to meet this objective.

- b. Since maintenance of trails can be in conflict with the objective to preserve the natural ecosystem, judgments and priority setting will be routinely required.

- c. The following guidelines will be used in resolving these conflicts:

- Adequate trails should be maintained to provide access to all large areas of the forests.
- Trails are not necessarily maintained to all weather standards nor always suitable for walking in normal street shoes.
- Trails should be clearly defined so that walkers are encouraged to use them, but markings should be such as to minimize distraction from the natural ecosystem.
- Any improvements to the trails such as bridges or erosion control structures should be made as naturalistic as possible.
- Poison Ivy or other dangerous plants should be discouraged from growing near the trails.
- Trails should be cleared of undergrowth or fallen timber so that a person can pass without difficulty.
- Trails should be routed and constructed to avoid creating erosion problems in the trails or stream bank destruction.

2. Responsibilities

- a. The Civic Committee has responsibility for planning, building and maintaining the trail system.

E. Harvesting wood

1. Policies

- a. Since the objective of the Village is to preserve a natural ecosystem in the forests, the general policy is to leave all wood where it falls.
- b. Trees which fall in a way that obstructs trails or creates potential erosion problems will be cleared to prevent these problems.
- c. Wood harvested in this way should be made available to the Arden Club for public use or to residents for their individual use. Motorized vehicles used in harvesting wood require special permit from the Civic Committee which will be issued only in circumstances consistent with the objective of preserving the ecosystem.

2. Responsibilities

- a. The Civic Committee has all responsibilities for decisions, implementation and monitoring of the harvesting of wood from the forests as described in these policies.

F. Buildings or other construction

1. Policies

- a. Buildings or similar types of construction are not generally consistent with Arden's objectives of forest stewardship and are not allowed except as indicated in paragraph II.F.2. below.

2. Responsibilities

- a. Construction which is deemed necessary to the proper stewardship of the forests or other village property may be proposed to the Village Assembly by the Civic Committee
- b. Any proposal for construction within the forest boundaries would require special approval of the Village Assembly.

G. Cleaning up the forests

1. Policies

- a. In keeping with the desire to maintain a natural setting in the forests, no littering is allowed. Any trash will be removed.

2. Responsibilities

- a. Users of the forests will take with them all trash they generate in the woods. They will also be encouraged to remove any other trash they can conveniently carry at same time.
- b. The Civic Committee and the Community Planning Committee jointly organize a woods clean-up in the spring, when community volunteers participate in a morning of collecting whatever trash has accumulated over the past year.

H. Procedures

The Civic Committee will develop and maintain a procedures manual, including a calendar, spelling out the actions needed to fulfill its responsibilities as defined in these policies.

[End draft report submitted by Alton Dahl]

Discussion: Bernie Brachman and Sue Wells (Delaware Nature Society) will lead a wildflower walk. Meet on Saturday, May 2 at the BWVC at 11 a.m. Miller/Walnut/Lower Intersection plan is still being discussed. Community Planning is working with the neighborhood to come up with new ideas. Some residents commented that the intersection is safe now and the water drainage is good, some residents observed that the intersection is ugly, that Lower Lane does not have a stop sign, and that it needs to be made more pedestrian-friendly. Safety and Civic need to meet now, rather than later, to discuss plan for all of Miller Road and the impact slowing traffic on Harvey will have on Miller.

Report approved.

14. Community Planning:**I. Physical Future of the Village**

1. The next step in the long range plan for the open spaces of the village is a preliminary design for **Sherwood Green**. The consultant selected is Gary Smith, Professor of Landscape Design at the University of Delaware.

2. **Memorial Garden Clean-up** is March 28, rain-date March 29. Remembrance Day is May 2 at 2-4:00 PM. Details in the Arden PAGE. The Memorial Garden rules changes will be discussed separately.

3. The **Woods Clean-Up** is April 18. Check the *Arden Page* for details.

4. Lynda Kolski and the **Avery Task Force** arranged for the Trust for Public Lands representative to visit Avery Property, and open a conversation with the owner.

5. **Harvey Road Traffic Calming initiative:** A contract is being finalized with LDR et al. These are the highlights:

- Should the design be implemented, 80% of traffic would be expected to flow at 25 mph or less.
- The rural nature of the Arden Communities and Harvey Road in this section will be preserved.
- The design will include drawing of conceptual design quality to allow construction drawings to be made at a subsequent stage, and to allow an estimate of the cost of carrying out the construction within 25% of the construction cost.
- Services rendered by LDR include measures to ensure community involvement with the design process, i.e. no less than 4 meetings in Arden with Reid Ewing present at no less than 2 community meetings.
- Given the precedent-setting nature of this three Ardens' effort, there is a need for formalization of the now ad-hoc Harvey Road Traffic Calming.

**Resolution for Establishing a
Harvey Road Traffic Calming Committee**

1. Whereas DelDOT has provided a grant to the Village of Arden (Arden Community Planning Committee or "ACPC") for use by the Village of Arden, Village of Ardentown, and Village of Ardencroft and the Ardencroft Association (collectively, "the Villages") for a traffic calming design study for the section of Harvey Road which passes through the Villages;

2. Whereas the residents of each village have had adequate opportunity to participate in the planning thus far, and it is the intention of ACPC to solicit participation from residents of all three Villages, and it is the intention of each village to continue participating and cooperating with this on-going project, including the activities described in the current contemplated contract with LDR International for development of a traffic calming conceptual design (the "LDR Contract");

3. Whereas all three Villages understand that the funding currently provided is the \$25,177 grant from DelDOT's Annual Capital Improvement Program (the "DelDOT Grant") as approved in the FY97 Bond Bill for the Ardens' Harvey Road Traffic Calming Initiative;

4. Whereas the landscape architect firm LDR International has been selected by the ad hoc committee as design contractor for this project and has agreed to a fixed price of \$22,600 and \$2,577 has been reserved for various administration costs (legal, advertising, photographs, copying, mailing, etc.); and

5. Whereas there is no financial commitment to the project by any of the Villages beyond the \$22,600 contemplated under the LDR Contract, and any remaining funds from the DeDOT Grant will be either returned to the state, or used to continue planning;

IT IS HEREBY RESOLVED that the village of Arden agrees to form a joint committee comprised of the three Villages (the "Harvey Road Traffic Calming Committee") for the following purposes:

- To participate with LDR International and DeDOT in creating a conceptual design for calming traffic on Harvey Road between Marsh Road and the southeastern border of the Village of Ardentown;
- To provide available base materials, arrange for site visits, give feedback to the Villages, collect and utilize comments from residents individually and through Village assemblies.
- To participate in presentation of the conceptual design developed by LDR International to DeDOT for action.

IT IS FURTHER RESOLVED THAT:

The Village of Arden agrees that the Arden Community Planning Committee and the Trustees of the Village of Arden will be responsible for financial administration of the grant.

Name, Title, Village of Arden _____

II. Cultural Future of the Village

1. **Arden Book** reprinting will be coordinated by Ruth Bean. Ruth foresees one large meeting at end of April focusing on revisions, editing, strategy on time & cost. Then individuals will carry out their delegated responsibilities, reporting back to Ruth as appropriate.

2. **Landmark Quest:** The most important development this quarter is that the Delaware Historic Preservation Office made an in-house decision that Ardentown and Ardencroft are eligible for Listing on the National Register (NR), and therefore covered by Section 106 protection (the historic equivalent of an environmental impact study).

Determination of eligibility has 3 levels: standard level is in-office consensus, official level is at the time of NR nomination, NR documentation that passes state review board is last step. Protection is not official until a federally funded project triggers section 106 review, or until we finish application documentation.

3. Arden Community Planning Committee's major work this past quarter on the cultural future of the Village has been the **Arts Assessment**. That Assessment consisted of three parts:

- a survey of the +1000 residents of the 3 Ardens; 176 completed questionnaires being sent in, the data entered in the computer, and the results are now being analyzed;
- eight focus group discussions with 78 total participants; and
- interviews with 15-18 additional residents.

In the next week, we will mail a questionnaire for an Ardens' Arts and Crafts Directory. Last January we were very happy with the 176 surveys returned. Since only 10% of the returned surveys were color-coded as newsletter distribution, it is clear that the stamped-self-addressed-return-envelopes helped us achieve the required response. In other words, to do an adequate job of gathering opinion in the Ardens seems to require a \$500 mailing expenditure.

A draft report on one part, the focus group meetings, is available now. These are some highlights:

- Residents of the Ardens have successfully integrated the arts into their lives quite in the spirit of William Morris and the Arts and Craft Movement. This contrasts markedly from most other American communities in which the arts have been largely isolated from everyday activities.
- The Ardens have a well-deserved reputation as a haven for creative people, and a community conducive to creative effort. It is a place that inspires many residents who thought they had no artistic talent to express themselves creatively through the arts.
- The Ardens have in place an infrastructure that makes it relatively simple for someone with a creative idea to make it happen. That infrastructure includes not only facilities (Gild Hall, BWVC) and organizations (Arden Club, ACRA) but also a mind set that accepts diversity, accepts the validity of volunteer work, and accepts that people are inherently creative and should express that creativity in the arts.

On Saturday April 18 from 7-8:00 PM, a draft of the final report will be presented by the consultant, Craig Dreeszen. There will be additional times during the weekend of April 17-19 to meet and give feedback on the draft report. Times and dates will be published in the Arden PAGE.

Craig Dreeszen's report will integrate all three forms of collecting information. It will include suggestions and describe directions that we as a community may chose to pursue to ensure, enhance and continue the role of the arts here into the next century.

When we get this report, it is important to remember that, for anything to improve, we must take responsibility and act ourselves. Even if we set priorities, develop guidelines, and decide strategies, individual people must come forward to make it happen.

Respectfully submitted,

Bev Barnett, chairperson

Discussion: A resident expressed concerns about calling in consultants. Why not use the creative people we have here? The Harvey Road Traffic Claming efforts should include how to cope with increased traffic in Arden from the Harvey Road slowdown. Historic Preservation classification does not protect us from DelDOT. A resident mentioned that aerial photographs show clearly how unique Arden is with all of its greens and trees and the absence of large paved areas. This unique place to live should be valued and protected. **Response to discussion:** Consultants are professionals, we are amateurs and professional advice more likely to be listened to. Some residents were asked to work on some projects, but were not interested. The consultant was paid from grant money, not land rent. One criteria for hiring consultants is that they have community-oriented background.

Report approved.

Memorial Garden Eligibility change

[discussed at previous town meeting and now offered with revisions]:

Ruth Bean clarified the changes that were suggested at the last town meeting. The exceptions to residency will be for ashes only and will be decided on a case-by-case basis. A database for the Memorial Garden is being compiled (location of sites, next-of-kin, etc.) and a booklet might be produced someday about the history of the Garden.

Submitted by Ruth Bean, Memorial Garden representative

Motion: [To replace current wording of Memorial Garden policy] Ashes of a non-resident spouse, next of kin, or domestic partner may be buried in the same graveside as that of an eligible individual. Requests will be considered on a case-by-case basis. For all burials, a death certificate or certificate of cremation must be given to the Memorial Garden representative.

Motion approved.

15. **Legislative Reference:** No report (John Stevenson, chairperson).
16. **Playground:** Chairperson Richard Bloom reported that the next major inspection will be in April. Mulch will be put down in May. If anyone notices any problems, call the committee chairperson.
17. **Safety:** No report (Tim Colgan, chairperson).
18. **Welcome Hither:** No report (Jannie Stearns, chairperson).
19. **Centennial:** The Centennial Committee has been actively meeting and has developed a schedule of events beginning in January and lasting through October for our Centennial year. We have assigned responsibilities for each event to either an individual, guild or other group. The schedule of events includes a mix of events some of which are open to the public and some of which are open only to residents of the Ardens.

Once the calendar is printed, copies along with an invitation to help us celebrate will be sent to Fairhope, Free Acres and Rose Valley.

We discussed the idea of some sort of appropriate permanent commemoration of Arden's Centennial. The committee was made aware that the founder's original plans for the Arden Green included three memorials on the green—one to Walt Whitman, William Morris and Henry George. The last two were never completed. The committee is inviting residents to submit ideas for a permanent commemoration of some sort. Ideas should be submitted in writing and include a visualization of the monument/object, a location, and an estimated cost. Ideas should be sent to Bill Press by July 1, 1998.

Submitted by,

Lynda Kolski, committee member

20. **Treasurer:** Treasurer, Ken Lipstein, called for a motion to approve the current Treasurer Description and submitted the following clarification for approval. Motion seconded and approved.
 1. The bookkeeping work of the village will be handled by the trustees' administrative assistant, as has been past practice. The village will include a line item in the next budget cycle for "Bookkeeping Services," from which the salary of the trustee's administrative assistant will be paid for the village bookkeeping services. For the 1998-1999 fiscal year, the budget line item labeled "Treasurer's Salary" will be renamed "Bookkeeping Services" and be used for this purpose.

2. The office of the treasurer will be continued. The treasurer's responsibilities will be defined as follows:

- Act for the village in maintaining oversight of financial processes.
- Facilitate coordination among financial committees and the trustees.
- Periodically recommend to the town assembly and trustees improvements related to financial processes.
- Be an *ex officio* member of the Audit and Budget Committees. The above responsibilities being consistent with other volunteer jobs in the community will be without salary. The treasurer will be elected annually at the same time as other village officers.

Ad Hoc Treasurer Committee: In anticipation of the Town's approval of the report of the committee on the future role of the town treasurer, the Budget Committee has changed the "salary" of the Treasurer to "Book keeping Services"

Discussion: Bookkeeping Services—No salary increases have been projected, but this does not mean that there will be no subsequent salary increases. Each year, each individual should be evaluated, along with the amount and quality of work performed, and salary increases can reflect job performance. This committee feels it is inappropriate to give subsequent Budget Committees a financial expectation to meet in considering salaries.

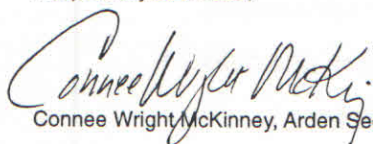
Report approved.

21. **Old business:** none

22. **Good and Welfare:** A reminder from Mark Taylor that Natalia MacMaster concert reservations are being taken, thank you to volunteers on Gild Hall Redevelopment project and a call for more volunteer help (an estimated \$20,000 has been saved by using volunteers), a resident asked dogwalkers to clean up after their dogs (perhaps mention in *Arden Page*). Bill Press noted the passing away of long-time resident and long-time contributor to the life of the village, Rae Gerstine. He also welcomed the new resident who has moved into Rae's home, Johanne Schroeder.

Meeting adjourned.

Respectfully submitted,


Connee Wright McKinney, Arden Secretary

Next meeting: Monday, June 22, 1998, Gild Hall, 7:30 p.m.

Village of Arden
2300 Cherry Lane
Arden, DE 19810-4002

Dated material enclosed

- Notice of Town Meeting
- Minutes from preceding Town Meeting

ALL ARE WELCOME

Russ McKinney
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1801 Inn Lane
Arden , DE 19810

